

City of Chattanooga, TN
Personnel Class Specification

CLASS CODE 0776

FLSA: Non-Exempt

CLASSIFICATION TITLE: TRAFFIC SIGNALS TECHNICIAN

PURPOSE OF CLASSIFICATION

The purpose of this classification is to perform technical work functions associated with preparing plans/designs for new traffic signal installations and modifying existing traffic signal designs.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Prepares plans and designs for new traffic signal installations.

Modifies existing traffic signal designs in order to revise phasing plans and/or upgrade signal displays and equipment.

Locates poles, cabinets, and other equipment in the field for updating.

Troubleshoots signal equipment problems.

Lays out loops at intersections as needed.

Prepares signal timing plans; adjusts signal timing as required.

Prepares cost estimates and bid documents for materials and labor for contract signal construction.

Reviews returned bids and awards contracts.

Inspects and reviews contracted construction work in progress; makes periodic field inspections of signalized intersections.

Identifies equipment to be ordered; coordinates purchase and receipt of equipment and materials for use in projects.

Operates a variety of machinery, equipment and tools associated with department activities, which may include a utility vehicle, controller, detector, flasher cabinet, measuring tape, meters, diagnostic tools, mechanic tools, and drafting instruments.

Utilizes safety equipment and monitors work environment to ensure safety of employees and other individuals.

Maintains records of department activities.

Prepares or completes various forms, reports, correspondence, bid documents, cost estimates, equipment lists, progress reports, sketches, or other documents.

Receives various forms, reports, correspondence, work sheets, purchase orders, priority reports, drawings, sketches, specifications, maps, codes, manuals, or other documentation; reviews, completes, processes, forwards or retains as appropriate.

Operates a computer to enter, retrieve, review or modify data; verifies accuracy of entered data and makes corrections as appropriate; utilizes word processing, e-mail, or other software programs.

Communicates via telephone and/or two-way radio; provides information; takes and relays messages; responds to requests for service or assistance.

Communicates with supervisor, employees, other departments, engineers, contractors, inspectors, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Maintains a comprehensive, current knowledge and awareness of applicable laws/regulations; maintains an awareness of new trends and advances in the profession; reads professional literature; attends workshops and training sessions as appropriate.

ADDITIONAL FUNCTIONS

Operates a motor vehicle to conduct work activities.

Adjusts signal timing for intersections.

Assists electrical/electronic shops with training activities.

Copies and distributes drawings, forms, reports, correspondence, and other related materials.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

Vocational/Technical degree with training emphasis in electrical engineering, electronics, and traffic engineering; supplemented by six (6) to nine (9) years previous experience and/or training that includes electrical engineering, electronics, and traffic engineering; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Journeyman Electrical Certificate/License. Must possess and maintain a valid Tennessee Driver's License.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.

Human Interaction: Requires the ability to apply principles of persuasion and/or influence over others in a supervisory capacity.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate and control the actions of equipment, machinery, tools and/or materials requiring complex and rapid adjustments.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.

Functional Reasoning: Requires the ability to apply principles of influence systems, such as motivation, incentive, and leadership, and to exercise independent judgment to apply facts and principles for developing approaches and techniques to resolve problems.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert very moderate physical effort in light work, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as electrical currents or traffic hazards.

Chattanooga, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.